



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution Authorizing City Manager to Execute Contract Change Order No. 4 with MV Public Transportation, Inc., to Add Computerized Dispatching Software, Installation and On-Going Software Service Charges (Not to Exceed \$24,000)

MEETING DATE: December 19, 2007

PREPARED BY: Public Works Director

RECOMMENDED ACTION: Adopt a resolution authorizing the City Manager to execute Contract Change Order No. 4 with MV Public Transportation, Inc., to add computerized dispatching software, installation and on-going monthly service charges for operations and support of the software.

BACKGROUND INFORMATION: At its May 21, 2003, meeting, the City Council awarded a contract to MV Public Transportation, Inc., (MV) for transit operations. Since the contract was awarded, all scheduling has been done manually by the dispatchers. With the proposed addition of Americans with Disabilities Act (ADA) Paratransit Service and its detailed tracking and reporting requirements, as well as the proposed changes to reservations-based Dial-A-Ride during the day, manual dispatching is not an efficient tool to manage the service.

Staff is recommending awarding this change order to MV Public Transportation for the licensing and installation of scheduling and dispatching software. MV will own the licenses and all minor equipment. In addition, a copy of the license will be provided to the Transportation Manager to allow for monitoring of the system. The software program is Trapeze and allows the dispatcher to electronically store and manage all data information for the passengers. The program can auto-populate addresses for origins and destinations, tracks average travel times and can assist in tracking the time between drop-off and pick-up to assist passengers with their travel planning. The proposed cost includes \$13,310 for the software license purchase, installation, training, and equipment. The remaining cost is the system access charge of \$1,713.48 per month for the remaining six months of the operations contract. This includes all maintenance and upgrades to the system, as well as report generation. Staff is recommending contracting this service due to the high cost of the software if purchased, the need for extensive training on its maintenance, and the ease of start-up due to MV's extensive use of this program in other locations.

The three previous change orders were: No. 1 - Short Range Transit Plan; No. 2- Greyhound ticket sales; and No. 3 - Two-Year Contract Extension.

FISCAL IMPACT: The cost of the software installation costs and monthly operations charge has been included in the budget for the transit system. Failure to award the contract change order could result in the Contractor requesting additional

APPROVED: _____
Blair King, City Manager

staffing to manually dispatch and report, as these duties were not included in the original scope of work.

FUNDING AVAILABLE: Transit operations are paid for utilizing Transportation Development Act (TDA) funds, Federal Transit Administration (FTA) Section 5307 funds, Measure K transit operations funds, and fare revenue. Funding is allocated in the annual budget process. No additional funding is required at this time.

Kirk Evans, Budget Manager

Richard C. Prima, Jr.
Public Works Director

Prepared by Tiffani M. Fink, Transportation Manager

RCP/TMF/pmf

cc: Transportation Manager

RESOLUTION NO. 2007-_____

A RESOLUTION OF THE LODI CITY COUNCIL AUTHORIZING
THE CITY MANAGER TO EXECUTE A CONTRACT CHANGE
ORDER WITH MV PUBLIC TRANSPORTATION, INC., FOR
LICENSING AND INSTALLATION OF DISPATCHING
SOFTWARE AND ON-GOING SERVICE CHARGES

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WHEREAS, all scheduling and dispatching has been done manually since MV Transportation, Inc., was awarded the transit operations contract in May 2003; and

WHEREAS, manual dispatching is no longer an efficient tool to manage transit operations due to proposed addition of ADA Paratransit Service and its detailed tracking and reporting requirements; and

WHEREAS, staff is recommending awarding this contract change order for the licensing and installation of Trapeze scheduling and dispatching software due to the high cost should the City purchase the equipment, the extensive training needed for its maintenance, and the ease of start-up due to MV Transportation's extensive use of this program at other locations; and

WHEREAS, the cost of \$13,310 includes the software license purchase, installation, training, equipment, all maintenance, upgrades to the system, and report generation. There is a system access charge of \$1,713.48 per month. MV Transportation, Inc., will own the licenses and all minor equipment.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve Contract Change Order No. 4 with MV Public Transportation, Inc., for licensing and installation of Trapeze scheduling and dispatching software in the amount of \$13,310 plus the system access charge of \$1,713.48 per month, for a total amount not to exceed \$24,000; and

BE IT FURTHER RESOLVED that the City Council hereby authorizes the City Manager to execute Contract Change Order No. 4 with MV Public Transportation, Inc.

Dated: December 19, 2007

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I hereby certify that Resolution No. 2007-_____ was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 19, 2007, by the following vote:

AYES: COUNCIL MEMBERS –

NOES: COUNCIL MEMBERS –

ABSENT: COUNCIL MEMBERS –

ABSTAIN: COUNCIL MEMBERS –

RANDI JOHL
City Clerk

2007-_____